

Follow-up on Harassment Investigation

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Follow-up on Harassment Investigation

Dear [Recipient Name],

I hope this message finds you well. I am writing to follow up on the harassment investigation initiated on [insert date of the report]. It has been [insert time frame] since the reporting, and I wanted to check on the status of the investigation and any outcomes or actions taken thus far.

It is important for me to understand the steps that have been taken in addressing this matter, and I appreciate your attention to ensuring a thorough investigation.

If you need any additional information or have updates to share, please do not hesitate to reach out.

Thank you for your attention to this serious issue. I look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]